



Stevens Memorial Library
20 Memorial Drive
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Trustee Meeting Agenda
Tuesday, May 19, 2015 – 4 P.M.
Stevens Memorial Library

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
 - a. April 14, 2015 Regular Meeting
- IV. Director's Report
 - a. Budget Update
 - b. Library Update
 - i. Action Items
- V. Old Business
 - a. Cash Audit by Treasurer
 - b. Status of Art Appraisal
 - c. Year End Expenditure Forecast
 - d. 2-Way Traffic on Memorial Drive
 - e. Director's Work Schedule
 - i. Until Leave
 - ii. Post Leave
 - f. Strategic Plan Update
 - g. Job descriptions
 - i. Interim Director
 - ii. New Position
- VI. Correspondence (Secretary)
 - a. Letter to Westminster Trustees – Colonel Rice Painting
- VII. Treasurers Report
 - a. Financial Update
 - i. Edward Jones Account
 - ii. Whittemore Fund
 - b. Summary of Meeting with Edward Jones
- VIII. Trustee Calendar
 - a. Establish Director Evaluation Sub-Committee
- IX. New Business
 - a. Authorize Chairman to approve absences from work
 - b. April School Vacation Programming (Trustee request)
 - i. What? Who? How Many? Success?
 - c. Finance Committee Meeting – Set 2016 Budget
 - d. Discuss merits of Investment Policy
 - e. Review and approve Internet Policy
- X. Other Business
- XI. Adjourn